Probus Club of Pittwater

PRIVACY POLICY

In Australia, "Not-for Profit" organisations with an annual turnover of $3 million or less are exempt from the *(Cth) Privacy Act1988.*

However, Probus South Pacific Ltd recommend that all Probus Clubs have a Privacy Policy that deals with how they collect, hold, use or disclose personal information.

Accordingly, Probus Club of Pittwater Inc. has adopted the following Privacy Policy.

1. The information collected in relation to members shall be held in accordance with the information privacy principles contained in the Privacy Act. The Club Management Committee shall ensure that it complies with these privacy principles, and shall not disclose any such information, except in accordance with the provisions of the Act.
2. It is a condition of membership of the Club that each member, at the time of submitting an Application for Membership, consent to personal information in the form of name, residential address, telephone and mobile number, email address being included in the Club Register of Members.
3. A member, including a committee member, must not use information about a person obtained from the Register of Members to contact or send material to the person, other than for the purposes of sending the person the Club newsletter, a notice in respect of a meeting or other event relating to the Club or other material relating to the Club.
4. Anyone who has access to private information by virtue of their position on the Management Committee must promptly return or destroy any information in their possession once their term of office has expired. This requirement also applies to anyone who may have assisted the Management Committee
5. The Management Committee shall advise Probus South Pacific Ltd only the name of members, their date of birth, telephone number, address and email address.
6. The Club newsletter shall include the endorsement 'Private and Confidential for the Probus Club of Pittwater Probus use only and not to be used for any other purpose'.
7. The Club may publish photographs of its members on its website and in its newsletter to promote the Club and its events. This includes the publication of photographs by Probus South Pacific Ltd. The Club shall not consent to the publication of such photographs to external publishers or to the internet.
8. Emergency contact information may be made available to the Management Committee, although members shall be encouraged to carry a Medical Card that includes emergency contact information.

President's signature

Secretary's signature